



PUBLIC WORKS PERMIT

APPLICATION

City of Miami Gardens

1515 NW 167 Street, Bldg 4, Suite 180, Miami Gardens, FL 33169
Phone (305) 622-8000, Fax (305) 622-8001

OFFICE USE ONLY

PROCESS NO.

DATE:

CLERK:

DATE ISSUED:

CODE TYPE:

PROPERTY OWNER INFORMATION

Name:					
Address:					
City:		State:		Zip:	
Phone:		Fax:			

CONTRACTOR

Company:					
Address:					
City:		State:		Zip:	
Phone:		Fax:			
Contractor License:					
Qualifier:					

ENGINEER

Name:					
Address:					
City:		State:		Zip:	
Phone:					
Fax:					



**Know what's below.
Call before you dig.**

LOCATION OF IMPROVEMENTS

Property Address:	Zip:		
Master Permit No.:			
Folio #:			
Lot:		Block:	

TYPE OF WORK / DIMENSIONS

<input type="checkbox"/> Driveway Type:	Width (linear feet):	Sq ft:
<input type="checkbox"/> Sidewalk	Linear feet of sidewalk:	
<input type="checkbox"/> Curb	Linear feet of curb:	
<input type="checkbox"/> Storm Sewer (solid pipe)	Linear feet of pipe:	
<input type="checkbox"/> Storm Sewer (perforated pipe)	Linear feet of pipe:	
<input type="checkbox"/> New Parking Lot Paving	Square feet of paving:	
<input type="checkbox"/> Street Paving	Linear feet x width of road:	
<input type="checkbox"/> Water Line (ROW)	Linear feet of pipe:	
<input type="checkbox"/> New Sewer Line (ROW)	Linear feet of pipe:	
<input type="checkbox"/> Water Line Connection		
<input type="checkbox"/> Sewer Line Connection		
<input type="checkbox"/> Other		
<input type="checkbox"/> Other		
CONSTRUCTION VALUE		

NOTICE

All projects shall be designed in accordance with the City of Miami Gardens Public Works Specifications, Miami-Dade County Public Works Manual and the FDOT Standards manual. All work requires a permit unless specifically exempted by this department. A permit becomes null and void if work or construction is not commenced within **180-days**, or is suspended or abandoned for a period of **180-days** unless advised otherwise by the Public Works Director or his designee.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performances of construction.

Signature of Qualifier/Owner-Builder

Date

DRAINAGE ONLY

An engineer registered in the State of Florida should prepare all plans, specifications and calculations of the proposed work. Said plans and calculations shall be subject to the review and approval of the Department of Environmental Resources Management. The permit applicant will secure the services of an engineer registered in the State of Florida to conduct inspections throughout the construction period, and said engineer shall prepare all required drawings of record.

If road closure, an approved M.O.T. must be submitted along with permit application.

All construction activities are to use best management procedures to prevent sediments from entering adjacent property, stormwater inlets, water bodies, or other areas which may eventually cause them to be washed into adjacent surface water bodies.

Signature of Qualifier

Date

INTERNAL USE ONLY					
FEES					
BCCO (Dade County)	\$		Penalty Fee	\$	
BCAI (State)	\$		Revision Fee	\$	
DCA (State)	\$		Zoning Fee	\$	
City's Professional Services 15%	\$		Building Fee	\$	
Up-Front Fee	\$		Public Works Fee	\$	
Total	\$				

	Public Works Department Approval
Signature	
Title	
Date	

IMPORTANT NOTICES:

1. Work may begin only after receiving a validated permit and permit card. Application alone does not grant the right to begin construction.
2. Hours of construction are 7:00 a.m. to 5:00 p.m., Monday-Friday. No work permitted on Saturdays and Sundays or holidays without prior authorization, except for emergencies.
3. No inspections will be conducted on weekends or holidays.
4. If road closure required, then construction permitted 9:00 a.m.-3:30 p.m. only. Notify Public Works (305-622-8000/Ext.3111) 48 hours in advance. Lane(s) must be clear of equipment/material before and after these hours. No exceptions unless approved by Miami Gardens Public Works or in the event of emergencies.
6. For paving and drainage a preconstruction meeting is required. **Call 305-622-8000/ Ext.3111 to schedule.**
7. Letter to area residents, if applicable.
8. Approved density/compaction test must be submitted to Miami Gardens Public Works prior to final asphalt installation.
9. All construction areas must be kept clean, neat and sanitary and be restored to original condition or better. Rights-of-way and neighboring properties shall be kept free from dirt and debris and must be protected from damage by equipment or vehicles.
10. Equipment and materials shall be stored within your property, not on public rights-of-way.
11. Do not discharge water into rights-of-way or storm drains without prior approval from Miami Gardens Public Works.
12. **INSPECTIONS: To request a Public Works inspection, call 305-622-8044. Inspections are required including a final inspection upon completion of the project in order to close the permit.**
13. Failure to obtain an approved inspection within 180 days will cause this permit to expire and possible additional fees levied.

AFFIDAVIT – PLEASE READ CAREFULLY

QUALIFIER'S AFFIDAVIT: Application is hereby made to obtain a Public Works permit to do work and installation as indicated on this form. I, certify that all work will be performed to meet the standards of all laws regarding construction in the City of Miami Gardens. I understand that separate permits may be required for ELECTRICAL, PLUMBING, DRIVEWAY and SIGNS. There may be additional permits required from other governmental agencies.

A Public Works permit application is subject to denial and a validated permit is subject to revocation or modification based upon applicable deeds, covenants, declarations, easements and any other legal restriction. By issuing a permit, the City of Miami Gardens makes no representation as to the existence or validity of any property restriction.

WARNING TO OWNER

A NOTICE OF COMMENCEMENT must be recorded when job value exceed \$2,500. Permit card, plans and the recorded notice of commencement must be at job site, visible, in good condition and accessible at all times.

Your failure to record a NOTICE OF COMMENCEMENT may result in you paying twice for improvements to your property. If you are spending more than \$2,500 or intend to obtain financing, you may wish to consult with your attorney or lender before recording your Notice of Commencement. The Notice of Commencement must be recorded at: 22 NW 1st Street, 1st floor, Miami, Florida, 305-275-1155, ext. 6. Once recorded, the Notice of Commencement must be POSTED AT THE JOB SITE in accordance with Section 713.35, Florida Statutes.

NOTARIZED SIGNATURE OF PROPERTY OWNER

State of Florida, County of _____ Miami –Dade Sworn and subscribed to me this _____ Personally Known or ID _____	Owner Print Name _____ <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Month Day Year </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> Type Expiration Date </div>	Owner Signature _____ Notary's Signature _____ Notary Stamp _____
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NOTARIZED SIGNATURE OF QUALIFIER /OWNER-BUILDER

State of Florida, County of _____ Miami –Dade Sworn and subscribed to me this _____ Personally Known or ID _____	Qualifier/Owner -Builder Print Name _____ <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Month Day Year </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> Type Expiration Date </div>	Qualifier/Owner -Builder Signature _____ Notary's Signature _____ Notary Stamp _____
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